

REGULAR MEETING MINUTES City of Stamping Ground

Date: June 12, 2025 **Time:** 6:00 p.m.

Place: 3374 Main Street in City Hall

Mayor: Pro Tem Dale Perry
Police Commissioner: Jennifer Jones
Economic Development Commissioner: Cody Meadows
Public Works' / Parks Commissioner: Ken Koger
Streets' Commissioner: Pro Tem Dale Perry
Fire Commissioner: Dale Perry
Police Chief: Don Whitlock, **Asst. Police Chief:** John Giles
Fire Chief: Robert Hendricks ; **Asst. Fire Chief:** Andrew Tackett
Attorney: Joe Hoffman
Financial Consultant: Melissa Bayer
City Clerk: Michelle Randolph
Minutes By: Michelle Randolph

Personnel Not Present: Cody Meadows, Andrew Tackett, Melissa Bayer

Opening: **Call – to – Order** ***Pledge& Prayer:** Commissioner Perry*

Agenda: - **Public Concerns**, **4- Approval of May 24, 2025 and June 4, 2025 Minutes**, **5- Consent Calendar**, **6- Department Reports**, **7- Finance & Administration**, **8- Approval of April & May 2025 Finances**, **9- New Business**, **10- Executive Session**
11- Announcements **12- Adjourn**

Agenda Item	<u>Discussion/Concerns (All Motions in BOLD)</u>	Action item Follow-up
<p align="center">-- Public Concerns</p>	<ul style="list-style-type: none"> ➤ Guest John Hobbs was present to speak about the need for a Medical Director and Medical First Response agreement. ➤ Kerry Fryman expressed he interest in being a commissioner. ➤ Mayor Jones read Police Chief Don Whitlock's retirement letter. 	
<p>-4-</p>	<p>APPROVAL OF MINUTES</p>	
<p>Approval of May 24, 2025 and June 4, 2025 Minutes</p>	<p>Motion by <u>Commissioner Koger</u>, 2nd by <u>Commissioner Perry</u> to approve <u>May 24 and June 6, 2025 minutes.</u></p>	<p align="center">Vote 3 – 0 P</p>
<p>-5-</p>	<p>CONSENT CALENDAR</p>	
<p>Consent Calendar</p>	<ul style="list-style-type: none"> ➤ None 	

DEPARTMENT REPORTS

POLICE DEPT.
Chief Don Whitlock and Commissioner Jennifer Jones

- Nothing to report.

FIRE DEPT.
Chief Robert Hendricks and Commissioner Dale Perry

- **Chief Hendricks** invited the Commission to attend Commission Academy at the fire department, to learn more about how our fire station runs and operates.

PUBLIC WORKS'
Commissioner Ken Koger

- **Commissioner Koger** reported that he should have a website up and running for the bricks program by Monday.

STREETS
Mayor Pro Tem / Commissioner Dale Perry

- **Commissioner Perry** reported that he attended a training and that he learned several things from the training. One of them being what we can spend Municipal Road Aid on.

ECON. DEV.
Commissioner Cody Meadows

- **Commissioner Koger** suggested that we post on Facebook that people can pay for their city business license now.
- **Chief Don Whitlock** mentioned that we still need to work on getting a cease and assist letter for them to use.

FINANCE & ADMINISTRATION

Finance & Administration

- **Commissioner Perry** reiterated that we need to work on getting rid of the current credit card service.
- **Commissioner Koger** stated that he went to People's Bank to gather some info and he believes this is the bank we should switch to.

Vote
3 – 0
P

Motion by Commissioner Perry, 2nd by Commissioner Koger, to remove Reda Conn from the bank accounts and add Mayor Jennifer Jones also know known as Mayor Jennifer Murphy Jones to the bank accounts.

Vote
3 – 0
P

Motion by Commissioner Koger, 2nd by Commissioner Perry, to add the Mayor, Mayor Pro Tem and City Clerk to the WesBanco CD.

APPROVAL OF FINANCES

Approval of April & May 2025 Finances

- **The Commission** agreed to postpone approving the April & May Finances until the next meeting so they can review.

NEW BUSINESS

Potential Closings

- Mayor Jones stated that City Hall would be closed on:
 - June 13th as the clerk needed to take a personal day.
 - July 16th from 12pm – 2pm for a clerk Zoom training call.
 - July 21st through 25th as the clerk will be attending the KMCA training classes.

Bonds

Motion by Commissioner Perry, 2nd by Commissioner Koger to use funds from General Fund account to have Mayor Jones bonded.

Vote
3 - 0
P

GUTS - Vendor

- The Commission agreed to wait to decide when Commissioner Meadows is present.

Google Invoice

- Mayor Jones stated that Clerk Michelle informed her that the Google invoice price will be higher next month.

Reach Alert

- There was a discussion about using Reach Alert or not.

Insurance Renewal Documents

- Discussed what the documents were and that they are needed for the employees' insurance as well as the city insurance.

Motion by Commissioner Perry, 2nd by Commissioner Koger to have the mayor proceed to sign the insurance documents after Clerk Michelle ensures that Ms. Conn and Chief Whitlock are removed from the insurance policies in accordance with their last day worked.

Vote
3 - 0
P

Farmers Market – Buffalo Square

- Commissioner Perry stated that the Commission had already approved Buffalo Square to be used for the Farmers Market with no fees. He provided the following dates as dates they will have the market set up.
 - June 20th
 - July 4th and 18th
 - August 1st and 15th
 - September 5th and 19th
 - October 4th

Motion by Commissioner Perry, 2nd by Commissioner Koger to waive business license fees for them on these dates and if they sign the waiver for the city.

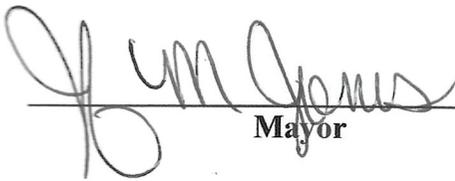
Vote
3 - 0
P

SC Youth Livestock Showcase

- The Commission decided to wait until Commissioner Meadows is present. Clerk Michelle will email the information to him.

First Reading of Ordinance Amending 2024-2025 Budget	➤ Attorney Hoffman read the first reading of the ordinance amending the 2024-2025 budget.	
First Reading of Ordinance Establishing 2025-2026 Budget	➤ Attorney Hoffman read the first reading of the ordinance establishing the 2025-2026 budget.	
Aflac - Roger	➤ Guest, Roger presented the different policies that Aflac has to offer for city employees.	
-10- Executive Session	<p>Go into Executive Session In pursuit of KRS 61.810.(1)(C)(F) on discussions of proposed or pending litigation against or on behalf of the public agency and discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee.</p> <p>Motion by Mayor Jones, 2nd by Commissioner Perry to go into Executive Session.</p> <p>Motion by Mayor Jones, 2nd by Commissioner Perry to go come out of Executive Session.</p>	<p>Vote 3 - 0 P</p> <p>Vote 3 - 0 P</p>
-11- Announcements	None	
-11- Meeting Adjourns at 7:58 p.m.	Motion by Commissioner Koger, 2nd by Commissioner Perry to adjourn.	<p>Vote 3 - 0 P</p>

Meeting Minutes will be approved at the June 24, 2025 Meeting.



 Mayor



 City Clerk